

**TOWN OF ROWE - BOARD OF ASSESSORS**  
**Meeting Minutes - Friday, November 1, 2019 – 11:00am**  
**Rowe Town Hall – Assessors' Meeting Room**

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**Present:** Assessors Rick Williams, Ellen Miller and Herb Butzke

**Audience:** None

**Call to Order:** Chair Williams called the meeting to order at 11:05am.

1. **FY20 Tax Warrants:** The Board unanimously approved and signed the following FY20 tax warrants: Real Estate: \$ 2,694,595.02; Personal Property: \$ 1,528,017.02
2. **Minutes:** The Board unanimously approved the following minutes: Sept 26; Oct 8, Oct 8 Executive Session and Oct 14, 2019
3. **FY21 Budget Form:** New FY21 budget form received from FinCom. Rick will forward the new budget form and email to Ellen and Herb.
4. **Capital Expenditures:** Questions arose at the last two meetings (Oct 24 and Oct 28) concerning capital expenditures. The BOS/FinCom are drafting a policy/plan. Ellen stated that rather than developing something new to try and categorize/cover all types of expenditures, it seems more appropriate to refer to MGL c.44, Sec 8.
5. **Boat Excise/Vessel Inventory:** Inventory is received from MA Environmental Police each year, but Rowe has traditionally not sent excise bills out. Ellen is researching to see if it is mandatory. Awaiting response from MEP. The list is so outdated it may be worthwhile to send bills just to clean up the outdated inventory.
6. **Server Replacement:** Point Software will roll over FY20 data in *AssessPro* on Monday, Nov 4<sup>th</sup>. Janice will notify Northeast IT to coordinate with Patriot Properties for the server replacement later this month. *AssessPro* is installed on the server being replaced.
7. **Planning Board question re Industrial Zone Taxation:** Rick informed Planning Board chair David Roberson that taxation is based on the land use code—not on a parcel's zoning classification.
8. **Public Records Request:** Received a request for documents for an attorney related to GRH facilities (No. 5 Dam and Sherman Station). Request was addressed to Town Clerk, and it came in while he was on vacation. The certified letter dated Oct 16<sup>th</sup> didn't get signed for until Town Clerk returned Oct 28<sup>th</sup>. Ten business day response deadline is Tuesday, Nov 12<sup>th</sup>. Copies of the request were scanned/emailed to GES and Atty. Klebanoff. Per phone call with Skip Sansoucy today he advised that we wait until he speaks with Atty. Klebanoff concerning the matter. Skip will get back to us ASAP.
9. **Next Meeting:** Tuesday, Nov 12<sup>th</sup> at 10am.

10. Adjournment: 12:20pm

Respectfully submitted,  
Ellen B. Miller

Approved:

FN Williams 11-12-19  
Frederick N. Williams, Chair Date

EB Miller  
Ellen B. Miller

Herbert G. Butzke

TO DO

For	Item	Due Date
FY21 Tax Rate	Charlemont/Rowe Town Line Adjustment: Create new parcels & adjust maps as needed.	
FY21 Tax Rate	Boyd Dwelling (402-050): Is this a second home? Owners live in Charlemont. Son lives in Rowe house.	
FY21	Community Preservation Act: Should town set one up? PM3 is researching and asking for BOA opinion	